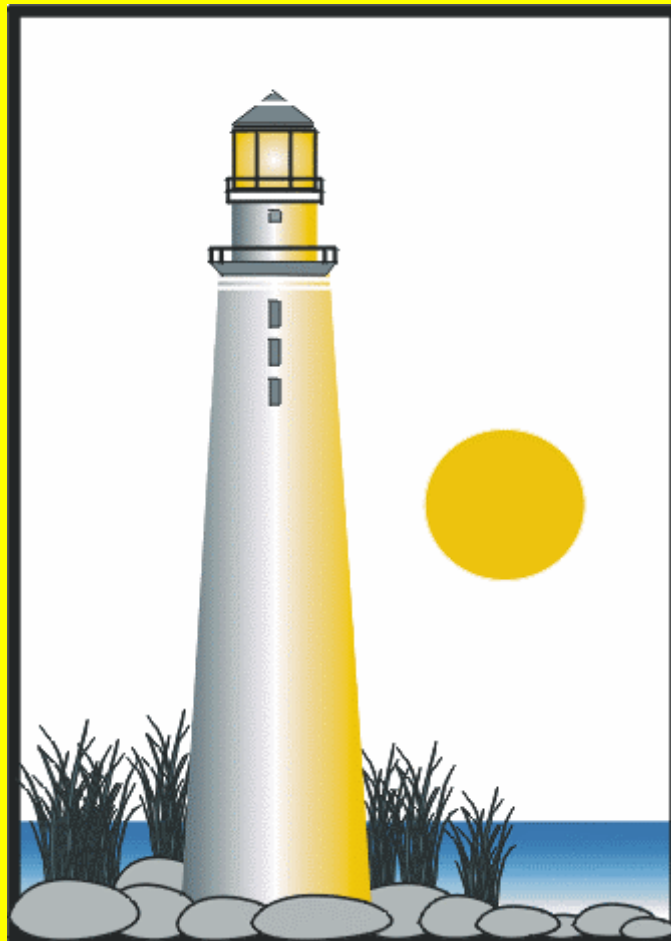


**APPLICATION for THE CLEAN MICHIGAN INITIATIVE
WATERFRONT REDEVELOPMENT GRANT for**

MICHIGAN LIGHTHOUSES



APPLICATION DEADLINE: MAY 31, 2002

WATERFRONT REDEVELOPMENT GRANT PROGRAM

Part 795, Waterfront Revitalization, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended

STATE OF MICHIGAN

JOHN ENGLER, Governor



"Better Service for a Better Environment"

INTERNET: www.deq.state.mi.us

RUSSELL J. HARDING, Director

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
ENVIRONMENTAL RESPONSE DIVISION, P.O. BOX 30426, LANSING, MICHIGAN 48909-7926

APPLICATION for
THE CLEAN MICHIGAN INITIATIVE
WATERFRONT REDEVELOPMENT
GRANT for
MICHIGAN LIGHTHOUSES

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CMI LIGHTHOUSE GRANT – ELIGIBILITY AND REQUIREMENTS

PROGRAM DESCRIPTION

In November 1998, Michigan voters approved the \$675 million Clean Michigan Initiative (CMI) proposed by Governor John Engler. In September 1999, Governor Engler set aside \$3 million of the CMI Waterfront Redevelopment Grant program for the preservation and restoration of Michigan lighthouses. These grants are issued by the Department of Environmental Quality (DEQ) in consultation with the Michigan Economic Development Corporation's (MEDC) Travel Michigan Office and the State Historic Preservation Office (SHPO) and pursuant to Part 795, Waterfront Revitalization, Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA). On March 23, 2001, Governor Engler awarded nine CMI Lighthouse Grants totaling \$1,735,478, leaving a balance of over \$1.2 million for new applications.



ELIGIBLE APPLICANTS

A CMI Waterfront Redevelopment Grant for Michigan Lighthouses ("CMI Lighthouse Grant") is available only to local units of government, including counties, cities, villages, townships, or agencies of a county, city, village, or township; or authorities or other public bodies created by or pursuant to state law [Section 19601(g), Part 196, Clean Michigan Initiative Implementation, of the NREPA]. A grant may be used on properties covering more than one political jurisdiction. However, a single jurisdiction must be responsible for receiving and administering the grant. A resolution from all governing jurisdictions is required with the grant application. Local government applicants may coordinate projects with non-profit organizations, historical societies, or other public interest groups having an interest in lighthouse preservation.

ELIGIBLE ACTIVITIES

Grant funds may be used for eligible activities for a project described in a Waterfront Redevelopment Plan. Funds are not available for operating, administrative, or legal expenses. Eligible grant-funded activities include:

- ☐ Professional design and engineering plans, including Building Condition Reports, or Historic Structures Reports that concentrate on assessment of historic resources.
- ☐ Restoration and preservation of a lighthouse.
- ☐ Acquisition of waterfront property containing a lighthouse or waterfront property that assists preservation of a lighthouse, consistent with a Waterfront Redevelopment Plan.
- ☐ Demolition of buildings and other facilities along a waterfront that is inconsistent with a Waterfront Redevelopment Plan but consistent with lighthouse preservation.
- ☐ Public infrastructure and facility improvements to property containing a lighthouse and consistent with a Waterfront Redevelopment Plan. Examples of activities are construction or improvement of roads, water and sewer, walkways, and boardwalks.
- ☐ Environmental response activities resulting from chemical contamination on property containing a lighthouse and consistent with a Waterfront Redevelopment Plan required to protect public health, safety, welfare, and the environment as defined by Part 201, Environmental Remediation, of the NREPA.

CMi LIGHTHOUSE GRANT – ELIGIBILITY AND REQUIREMENTS

ELIGIBLE PROPERTIES

CMi Lighthouse Grant funds may be used at waterfront properties that contain a lighthouse. Waterfront means land that is contiguous to the Great Lakes or their connecting waterways, a river, or a lake or impoundment that has a surface area of not less than 50 acres [Section 79501(f) of Part 795 of the NREPA].

A CMi Lighthouse Grant may be used for land or facilities where a local unit of government or non-profit entity currently owns the property or facility, will obtain ownership before grant-funded activities are completed, holds or will hold an executed lease with an agency of the United States (U.S.) government of a term not less than twenty (20) years. A grant may be awarded contingent upon negotiation of an existing lease arrangement between a local unit of government or non-profit entity and an agency of the United States to meet eligibility requirements.

A CMi Lighthouse Grant may not be used at a property or facility owned or operated by the Michigan Department of Natural Resources, U.S. Coast Guard, or any other state or federal agency without a transfer of ownership or a long-term lease agreement or pending long-term lease agreement with a federal agency. Additionally, a grant may not be used for land or a facility owned or operated by a gaming entity, a stadium or arena for use by a professional sports team, or a private or municipal marina, or for attorney fees or any expenses related to obtaining legal advice.

ECONOMIC DEVELOPMENT

The main objective for CMi Lighthouse Grants is to assist restoration and preservation efforts at lighthouses that will be used for education and tourism activities that will result in measurable economic development. Measurable economic development includes increased tourism, new private investment, and private job creation. Application proposals should focus on the positive economic impact a community will realize from preserving and revitalizing a lighthouse. Projects with an identified private development or job creation will have higher priority for grant funding.

LOCAL MATCH

A local government match of a minimum of 25 percent of the total project cost is required. The total project cost equals all local match funds plus grant funds used. All other aspects being equal, projects with a higher local match will have higher priority for grant funding.

Sources of local match may be in the form of local general funds, other local government funds dedicated toward project needs, federal or private grants, donation of funds from other public entities, private donations of money toward the project, or private donations of real property or materials. Donations of funds, real property, or materials must be documented in writing. State grants, investments in private developments, or in-kind donations of services or labor will not be accepted as match. Funds that are pending (such as a federal grant not yet approved) may be listed as match, but a grant agreement will not be signed until all sources of match are confirmed in writing to the DEQ. Grants may be withdrawn if the local match identified in an application is not confirmed in a grant agreement.

CMi LIGHTHOUSE GRANT – ELIGIBILITY AND REQUIREMENTS

PUBLIC ACCESS

A CMi Lighthouse Grant project must provide significant public access to the waterfront, as well as public access to the lighthouse. A project may provide recreational and interpretive opportunities in relation to the lighthouse and waterfront. If grant funds are to be used for interior work, the lighthouse must be open to the public on a regular basis. Access to the general public on privately owned property may be accomplished with a public easement, long-term lease, or other arrangement to ensure long-term access for the public.

WATERFRONT REDEVELOPMENT PLAN

In order to receive grant funding, an applicant must submit a Waterfront Redevelopment Plan that includes a lighthouse restoration or preservation project. Attachment 9 of the application form describes the minimum required content of a Waterfront Redevelopment Plan. Pertinent portions of other local plans, such as a master plan or recreation plan, may be submitted as, or inserted into, a Waterfront Redevelopment Plan, provided all the requirements are met.

GRANT APPLICATION SUBMITTAL

The deadline to submit an application for a CMi Lighthouse Grant is May 31, 2002. Before submitting an application form, be sure that the form is completed accurately and fully, and includes all of the attachments, as well as an authorized representative's ORIGINAL signature on the Certification page. Include photos of the lighthouse as requested in Attachment 1. Insert the completed 8 ½ x 11 application into a binder with attachments separated by dividers. Submit four complete copies by the deadline to: Site Reclamation Program, Department of Environmental Quality, P.O. Box 30426, Lansing, Michigan, 48909-7926, or for UPS or overnight express mail, send applications to Knapps Centre, 300 S. Washington Square, Lansing, Michigan 48933. Applications will be reviewed according to the criteria on page 4 of the application form.

The DEQ, the MEDC, and the SHPO will jointly review applications and recommend funding decisions. An announcement of grant awards is anticipated in October 2002. The DEQ and the MEDC reserve the right to partially fund a project, fund only certain aspects of a project, or to deny funding to a project where the benefit of the project is low compared to its cost.

PROJECT IMPLEMENTATION

The DEQ will provide a grant agreement to successful applicants. Grant-eligible expenses may be incurred by the grant recipient beginning on the date that the DEQ signs a grant agreement. Any expense incurred before this date is not eligible for grant payment.

Grant recipients will be expected to submit project deliverables for review prior to starting grant-funded work. Project deliverables include grant agreement attachments, project plans and specifications with associated budget, a project schedule, a copy of the Request for Proposal (RFP) or bid specifications, copies of all bid proposals, and a copy of any contract drafted between the grant recipient and selected contractor(s). Grant recipients must receive written DEQ approval for each submittal in advance of grant-funded work. Grant recipients may work with the SHPO and the DEQ at any time regarding grant submittals.

CMI LIGHTHOUSE GRANT – ELIGIBILITY AND REQUIREMENTS

PROJECT IMPLEMENTATION, continued.

Additional submittals are required during project implementation, including reports, photographs, copies of permits and insurance, documentation of local match expenditures, and payment requests. Grant recipients using grant funds for construction projects will be required to execute a historic preservation easement by the end of the project. A conservation easement for preservation of the surrounding natural environment is encouraged, though not required. Grant recipients will be required to submit periodic progress reports, as well as a final report at the end of the project. The DEQ will review progress reports and make grant payments.

Grant payments will be made based upon invoices submitted monthly with documentation of grant-eligible expenses, and only for activities and expenses approved by the DEQ in advance of incurred expenses. The DEQ will withhold a ten percent (10%) retainer of all payments pending satisfactory completion of the project. Completion of a grant project includes completion of activities described in approved plans and specifications, submittal of all required deliverables and documentation for all grant-funded activities and local match expenditures, submittal of a final report, and a final site inspection conducted by the DEQ, the MEDC, or the SHPO.

Projects are expected to be completed within two years of an executed grant agreement; however, a grant recipient may request a one-year extension. Grant recipients will be expected to oversee grant-funded activities and administer projects pursuant to the grant agreement. The grant recipient will have the responsibility to ensure compliance with all federal and state laws regarding all aspects of the project, including historic preservation, and to obtain any permits required for the project.

For more information, contact:

Carol Skillings
517-335-6871 or 517-373-9540
E-mail: skillinc@state.mi.us

SITE RECLAMATION PROGRAM
DEPARTMENT OF ENVIRONMENTAL QUALITY
P. O. BOX 30426
LANSING, MICHIGAN 48909-7926



CMI LIGHTHOUSE GRANT – ELIGIBILITY AND REQUIREMENTS

APPLICATION REVIEW

Staff from the DEQ, the MEDC, and the State Historic Preservation Office will review complete and eligible applications. Reviewers may contact applicants during the review period to request additional information. The following criteria will be used to review grant applications:

- ☐ Whether the project proposed to be funded is eligible as authorized by Part 795 of the NREPA.
- ☐ Whether the grant application complies with the requirements of Part 795 of the NREPA.
- ☐ If the application includes environmental response actions, the Part 201 of the NREPA liability status of the current property owner. Grant funds are not to be used to subsidize the remedial obligations of liable parties.
- ☐ Clear explanation of the use of grant funds for eligible activities.
- ☐ Whether the project can be completed within two years.
- ☐ Source of local match is clearly identified and eligible.
- ☐ Project cost in relation to benefit derived.
- ☐ Amount of private investment and number of jobs that will be created as a result of the project.
- ☐ Whether the project will significantly contribute to local economic and community redevelopment or the revitalization of adjacent neighborhoods.
- ☐ Level of public and private commitment and other resources available for the project.
- ☐ Whether the project provides significant waterfront access to the general public.
- ☐ Property ownership or pending ownership is clearly stated and application includes supporting documentation.
- ☐ Whether lighthouse restoration or preservation plans meet the U.S. Secretary of the Interior's Standards for Rehabilitation (attached).
- ☐ Lighthouse owner support for the project.
- ☐ The planned use and public interpretation program of the lighthouse.
- ☐ Financial plan for continuing maintenance and operational costs.
- ☐ Nonpoint source pollution control practices.
- ☐ Whether the project is innovative in comparison to other grant applications.
- ☐ Whether there is evidence of adverse economic and socioeconomic conditions within the waterfront planning area.
- ☐ How the project relates to a broader economic and community development plan for the local unit of government as a whole.
- ☐ The level of public and private commitment to improving abandoned real property within the waterfront planning area in which the project is located.
- ☐ The viability of the Waterfront Redevelopment Plan.
- ☐ Whether the project is consistent with the Waterfront Redevelopment Plan for the area in which the project is located.
- ☐ The level of public and private commitment to the Waterfront Redevelopment Plan.

CMI LIGHTHOUSE GRANT APPLICATION

APPLICATION for THE CLEAN MICHIGAN INITIATIVE
WATERFRONT REDEVELOPMENT GRANT for
MICHIGAN LIGHTHOUSES

for

Name of Lighthouse or Light Station

Local Government Applicant

Applicant's Representative Name

Title

Address

Address

Telephone

Fax

Email address

\$ _____

Amount of Grant Request

\$ _____

Amount of Local Match

\$ _____

Total Project Cost (Grant Request + Local Match)

_____ %

Local Match Percent of Total Project Cost
(minimum of 25% required)

CMI LIGHTHOUSE GRANT APPLICATION

_____ Applicant's Employer Identification Number

CMI LIGHTHOUSE GRANT APPLICATION

COST ESTIMATE TABLE

Use the spaces in the following table to indicate a cost estimate for each PLANNED ACTIVITY on the left side. Identify the source of funding from the list across the top row.

	Requested Grant Funds	Applicant's Local Match	PROJECT TOTAL (grant +match)	Non-Profit Group's Contribution	Private Investment or Development	Other Funding Sources (identify)
Assessment, Design, and Engineering						
Property Acquisition						
Lighthouse Restoration / Preservation						
Public Infrastructure / Improvements						
Demolition Activities						
Environmental Response Activities						
Other Related Investment (identify)	N/A					
Proposed Development Project	N/A	N/A	N/A			
TOTAL COST IN DOLLARS						
PERCENT OF TOTAL PROJECT COST	_____ %	_____ %	100%	-----	-----	-----

NOTE: Columns 1 (Grant Funds) and 2 (Local Match) together make up a "project" as defined for a CMI Lighthouse Grant. The total amount of these two columns is considered the project cost.

The total local match must be at least 25 percent of the total project cost. The total Applicant's Local Match should be equal to the local match indicated on page 1 of the application form. Higher priority for funding will be given to those projects with greater than 25% local match.

CMI LIGHTHOUSE GRANT APPLICATION

CERTIFICATION OF APPLICATION

The undersigned, as the representative of the applicant, certifies that the applicant and the project will comply with all applicable state and federal statutes and regulations, including those associated with the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, its administrative rules, and those statutes related to civil rights, equal opportunity, labor standards, environmental protection, and historic preservation.

The undersigned, as the representative of the applicant, certifies that the information provided in this application and its attachments is true and complete to the best knowledge and belief of the applicant and the undersigned.

The undersigned, as the representative of the applicant, certifies that grant funds will not be used for a project that is located at land owned by a state or federal agency that does not have a long-term lease agreement of a term of not less than twenty (20) years with an agency of the U.S. government. In addition, the undersigned certifies that grant funds will not be used for a project that is located at land sited for use as a gaming facility, or by a stadium or arena for use by a professional sports team; at land or other facilities owned or operated by a gaming facility or by a stadium or arena for use by a professional sports team; or at land within a project area described in a project plan pursuant to the Economic Development Corporations Act, 1974 PA 388, as amended, for a gaming facility.

The undersigned, as the representative of the applicant, certifies that within the last 24 months of the date below, the applicant has successfully completed an audit conducted in accordance with generally accepted auditing standards.

The undersigned, as the representative of the applicant, certifies that the applicant has not received a grant or loan from the Department of Environmental Quality or the Michigan Economic Development Corporation that was revoked, terminated, or mismanaged.

The undersigned, as the representative of the applicant, certifies that a source of funding for ongoing maintenance and operation of the proposed project has been identified.

The undersigned, as the representative of the applicant, certifies this local government's purchasing practices are consistent with Public Acts 167 and 168 of 1993.

Signature of authorized representative

Typed name of authorized representative

Date

Title

CMI LIGHTHOUSE GRANT APPLICATION

ATTACHMENTS

Submit the application with attachments separated by dividers.

Attachment 1 – Site Plan

Clearly delineate or indicate on a site plan the following items:

- ☐ Location of lake.
- ☐ Immediate surrounding land use, including location of a downtown or village center.
- ☐ The Project Area: Outlined or highlighted properties at which the project will take place. Project activities include those proposed to be funded by the grant or local match.
- ☐ Denote waterfront properties to be acquired with grant funds or local match.
- ☐ Current property ownership within the project area, and future ownership if to be transferred.
- ☐ Resources to be rehabilitated, restored, or preserved.
- ☐ Any structures or resources to be demolished.
- ☐ Locations of new public infrastructure and/or public facility improvements.
- ☐ Other areas or amenities significant to the project and project area.
- ☐ Location of anticipated private development related to the project.

Attachment 2 - Scope of Work and Local Match Sources

Attach a general scope of work and budget for proposed grant-funded activities and note if local match funds will be used for the same activities. Designate the highest priority activities in the event that the project is partially funded by a grant.

List and briefly describe all the sources and amounts of local match proposed for the project. Indicate if match funds are obligated or pending. Sources of match funding may include local government dollars committed to the project, donations of money to the local government for project use, the appraised value of donated property, the value of donated materials, or federal grants awarded within 18 months prior to or after award of a CMI Lighthouse Grant. State funding, State grants, private development projects, or in-kind services and labor may not be used as local match. Note that the local match funds listed in this section will become the local government applicant's commitment to the project should a grant be awarded.

Grant recipients will be required to submit plans and specifications to the State Historic Preservation Office (SHPO) to determine consistency with the U.S. Secretary of the Interior's Standards for Rehabilitation (attached to this application form). Describe if current project plans and specifications meet the U.S. Secretary of the Interior's Standards for Rehabilitation. If the SHPO made a determination on the plans, include a copy of the determination letter. Note that plans and specifications may be submitted to the SHPO at any time for review and comment.

CMI LIGHTHOUSE GRANT APPLICATION

Attachment 3 – Photographs

Include color photographs with the application showing all historic structures and any other structures affected by proposed work. At least two photographs should be submitted for each structure. The first photo should show the front and one side, and the second should show the rear and opposite side. Include additional photographs of each structure to show details of proposed work areas. Each photograph should be clearly labeled. Digital images or scanned photographs are not acceptable.

Attachment 4 – Project Description and Property Ownership

Provide a general description of the overall project, with the following information:

- ☐ Briefly describe the project activities proposed for funding with grant or local match funds.
- ☐ Briefly describe any proposed project activities that will occur away from the lake on parcels not contiguous to lake frontage. Include a description of the location.
- ☐ Identify the intended future use of property(ies) and building(s) described in the project.
- ☐ Briefly describe any innovative aspects of the proposed project.
- ☐ If grant or local match funds will be used to acquire waterfront property, or if property will be donated as part of the project, describe the assessed or appraised value and include in Attachment 10 a copy of a purchase option, agreement, or letter of interest for each parcel.
- ☐ If the project involves environmental assessment or remediation of contamination issues, describe the applicant's and property owner's involvement with, or contribution to, the contamination. Contamination issues can result from above and underground storage tanks, abandoned drums and motors, and other sources of chemicals, but excludes asbestos and lead paint for the purpose of this grant.
- ☐ Identify the current and future owners of properties within the project area and provide contact names and telephone numbers if different from that on page 1 of this form. If a transfer of a lighthouse property is pending, identify the intended method, date of transfer, and the agreed upon purchase price. Note if there is a long-term lease agreement or easement with another property owner. Include in Attachment 10 the appropriate documentation related to ownership and transfer.
- ☐ List any permits or reviews necessary for implementation of the project and status of approval (for example, shoreline protection or historic preservation).
- ☐ Briefly describe how the local unit of government will control nonpoint source pollution from the project site during construction or restoration activities.

CMI LIGHTHOUSE GRANT APPLICATION

Attachment 5 – Local Economic and Community Development

Briefly describe how the project will contribute to the local economy with the following information:

- ☐ Describe the type and level of increased tourism resulting from the project.
- ☐ Identify and describe specific anticipated private development (such as new housing, retail, hotel, or other commercial ventures) related to the project and when it is expected to be completed. Identify the number of permanent jobs created. Higher priority for grant funding will be given to those projects with significant expected private investment.
- ☐ Describe the anticipated increase in local tax revenues created as a result of the project.
- ☐ Describe the project's anticipated impact to surrounding land uses, including community redevelopment or the revitalization of adjacent neighborhoods.
- ☐ Describe how the project relates to the broader economic plans for the community as a whole.

Attachment 6 – Public Access to the Lighthouse and Waterfront

Explain how public access will be provided to the lighthouse and adjacent waterfront and describe any planned new recreational opportunities related to the project. Identify target audiences. If a lighthouse property will be owned by a private non-profit entity, explain how access will be guaranteed to the public. Include in Attachment 10 a copy of a public easement or agreement, if available. Explain new interpretive uses and program(s) planned for the lighthouse and adjacent waterfront. If grant funds are requested for interior work, explain how the lighthouse will be open to the public on a regular basis.

Attachment 7 – Future Operation and Maintenance

Describe how the project will sustain completed renovations, fund continuing operating, maintenance, and preservation efforts, and maintain public access, recreational, and interpretive opportunities. Describe the source of maintenance and operating funds for long-range continued preservation and maintenance.

Attachment 8 – Project Commitments

Briefly describe the public and private commitment to the project and attach the following documents:

- ☐ A resolution in support of the project approved by the applicant's local governing body. (For multi-jurisdictional projects, attach resolutions for all participating local governments and an intergovernmental agreement).
- ☐ Letters of support may be attached to the application or mailed to the address on page 7 of this form. Letters of support may be submitted by other governmental agencies, legislators, or private entities, and may illustrate commitments made to the project. Written commitments increase the evident feasibility of a grant-funded project.

CMI LIGHTHOUSE GRANT APPLICATION

Attachment 9 – Waterfront Redevelopment Plan

A local unit of government that wishes to apply for a CMI Lighthouse Grant shall prepare a Waterfront Redevelopment Plan that provides for the improvement of the waterfront, pursuant to Part 795 of the NREPA. Portions of other local plans, such as a master plan, waterfront development plan, or state-approved recreation plan that includes waterfront improvements, may be submitted as, or inserted into, a Waterfront Redevelopment Plan. The Waterfront Redevelopment Plan, at a minimum, shall include the following:

- ☐ An area-wide map clearly designating the geographic area included in the plan and including property on which a lighthouse is located.
- ☐ Identification of the economic impact on the improved area, the surrounding neighborhood, and the region in which the waterfront planning area is located. "Waterfront planning area" means the geographic area included within a Waterfront Redevelopment Plan.
- ☐ Activities proposed in a CMI Lighthouse Grant application must be consistent with a Waterfront Redevelopment Plan for the area in which the project is located.

Attachment 10 – Ownership Documentation and Agreements

Attach the following as needed:

- ☐ If a current owner plans to retain property containing a lighthouse, attach proof of ownership.
- ☐ If a lighthouse or property will be transferred from a state or federal agency, attach a copy of a signed commitment.
- ☐ If the federal government will retain lighthouse or property ownership, attach a lease agreement with a federal agency of a term of not less than twenty (20) years, or a written commitment and schedule to modify an existing lease to a term of twenty (20) years.
- ☐ If the property will be held in private non-profit ownership, attach a copy of an easement or agreement, if available.
- ☐ If grant or local match funds will be used for property acquisition, or property will be donated, attach a purchase option, purchase agreement, or letter of interest.

APPLICATION SUBMITTAL

SUBMIT FOUR COMPLETE COPIES OF THE APPLICATION BY MAY 31, 2002 TO:

**SITE RECLAMATION PROGRAM
DEPARTMENT OF ENVIRONMENTAL QUALITY
P. O. BOX 30426
LANSING, MICHIGAN 48909-7926**

**OR OVERNIGHT EXPRESS AND UPS:
KNAPPS CENTRE, 300 S. WASHINGTON SQUARE
LANSING, MICHIGAN 48933**

CMI LIGHTHOUSE GRANT APPLICATION

U.S. Secretary of the Interior's Standards for Rehabilitation

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a building shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historic development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historical features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence, or structures.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.